

Quality, Safety & Experience Committee

Tue 18 November 2025, 09:00 - 12:00

Virtually via Teams

Agenda

09:00 - 09:05 **1. PRELIMINARY MATTERS**
5 min

1.1. Welcome & Introductions

Information Carolyn Donoghue, Committee Chair

1.2. Apologies for Absence

Information Carolyn Donoghue, Committee Chair

1.3. Declarations of Interest

Information Carolyn Donoghue, Committee Chair

09:05 - 09:05 **2. CONSENT AGENDA BUSINESS**
0 min

The Committee Chair will ask if there are any items from the Consent Agenda (Section 8) that Committee Members wish to bring forward to the main agenda for discussion

09:05 - 09:10 **3. COMMITTEE GOVERNANCE ARRANGEMENTS**
5 min

3.1. Action Log

Discussion Carolyn Donoghue, Committee Chair

3.2. Matters Arising not Contained within the Action Log

Discussion Carolyn Donoghue, Committee Chair

09:10 - 09:40 **4. STAFF AND SERVICE USER EXPERIENCE**
30 min

4.1. Shared Listening & Learning Story - Mental Health related

Discussion Lloyd Griffiths, Interim Care Group Nurse Director

4.2. Executive Director and Independent Member Quality & Safety Walkabouts

Discussion Richard Hughes, Interim Executive Director of Nursing

09:40 - 10:40 **5. SETTING THE SCENE - SERVICE DELIVERY**
60 min

5.1. Thematic Spotlight Presentation - Preventing Avoidable Pressure Damage in Unscheduled Care

Discussion Deborah Matthews, Care Group Nurse Director, Unscheduled Care

5.2. Clinical Executives Report

Discussion Clinical Executives

5.3. Care Group Highlight Reports

5.3.1. Unscheduled Care Group Highlight Report

Discussion Deborah Matthews, Care Group Nurse Director

5.3.2. Children & Families Care Group Highlight Report

Discussion Carl Verrecchia, Care Group Service Director

5.3.3. Planned Care Care Group Highlight Report

Discussion Sophie O'Donovan, Lead Nurse for Anaesthetics, Critical Care and Theatres

5.3.4. Mental Health & Learning Disabilities Care Group Highlight Report

Discussion Lloyd Griffiths, Interim Care Group Nurse Director

5.3.5. Diagnostics, Therapies, Pharmacy & Specialties Care Group Highlight Report

Discussion Hannah Wilton, Director of Pharmacy & Medicines Management

5.3.6. Primary Care & Communities Care Group Highlight Report

Discussion Leanne Davies, Head of Nursing Primary Care & Community Services

10:40 - 11:20 6. DELIVERING OUR PLAN

40 min

6.1. Patient Safety, Quality & Experience Dashboard

Discussion Kellie Jenkins-Forrester, Head of Concerns & Business Intelligence

6.2. People's Experience Activity Report August – September 2025

Discussion Becky Gammon, Interim Deputy Director of Nursing & People's Experience

6.3. Status Report on Commissioned Services (Quality Focussed)

Discussion Richard Hughes, Interim Executive Director of Nursing

11:20 - 11:50 7. Governance, Risk & Assurance

30 min

7.1. Organisational Risk Register – Risks Assigned to Quality & Safety Committee

Discussion Cally Hamblyn, Assistant Director of Governance & Risk

7.2. Mortality Indicators and Mortality Reviews

Discussion Dom Hurford, Executive Medical Director

7.3. Highlight Report from the Harm Free Care Agenda

Discussion Richard Hughes, Interim Executive Director of Nursing

7.4. Annual Presentation of Nurse Staffing Levels

Discussion *Becky Gammon, Interim Deputy Director of Nursing & People's Experience*

11:50 - 11:55
5 min

8. CONSENT AGENDA

8.1. FOR APPROVAL

8.1.1. Unconfirmed Minutes of the meeting held on 23 September 2025

Decision *Carolyn Donoghue, Committee Chair*

8.1.2. Unconfirmed Minutes of the In Committee meeting held on 23 September 2025

Decision *Carolyn Donoghue, Committee Chair*

8.1.3. Organ Donation Sub Committee Terms of Reference

Decision *Dom Hurford, Executive Medical Director*

8.1.4. Safeguarding Annual Report 2024-2025

Decision *Richard Hughes, Interim Executive Director of Nursing*

8.2. FOR NOTING

8.2.1. Non-Routine Committee Business (Forward Plan)

Information *Carolyn Donoghue, Committee Chair*

8.2.2. Annual Cycle of Business

Information *Carolyn Donoghue, Committee Chair*

8.2.3. Clinical Policies Highlight Report

Information *Dom Hurford, Executive Medical Director*

8.2.4. CTMUHB National Clinical Audit Programme Quarter 2 Update 2025-2026

Information *Dom Hurford, Executive Medical Director*

8.2.5. CTM Clinical Learning Academy Annual Report 24/25

Information *Richard Hughes, Interim Executive Director of Nursing*

8.2.6. Bi-Annual Report CTM Radiation Safety Committee

Information *Lauren Edwards, Executive Director of AHPs and Health Science*

8.2.7. Antimicrobial Stewardship Report – October 2025

Information *Dom Hurford, Executive Medical Director*

8.2.8. Health Inspectorate Wales Improvement Plan Tracker Report

Information *Richard Hughes, Interim Executive Nurse Director*

8.2.9. Terms of Reference Annual Review

Information *Cally Hamblyn, Assistant Director of Governance & Risk*

The Terms of Reference are being reviewed as part of the Committee Business Reviews for 2026 and will be presented to a future meeting

11:55 - 12:00 **9. CLOSE OUT BUSINESS**

5 min

9.1. Committee Highlight Report to the Board

Discussion *Cally Hamblyn, Assistant Director of Governance & Risk*

9.2. Meeting Feedback

Discussion *Carolyn Donoghue, Committee Chair*

Is there anything we should do more or less of?

Have we managed our time and allowed open and balanced discussion?

Have we considered our values and acted in a way that supports embedding our values across CTM?

Have we maintained a Strategic Focus?

Have we received sufficient assurance from a range of sources?

Has our discussion allowed us to better understand the risks that we are managing that may affect the achievement of our strategic goals?

9.3. Any Other Business

Discussion *Carolyn Donoghue, Committee Chair*

12:00 - 12:00 **10. Private/Closed Session Business**

0 min

Information *Carolyn Donoghue, Committee Chair*

The following items will be received In Committee:

- Organisational Risk Register - Closed Risks
- Adult Mental Health Cultural Challenges

12:00 - 12:00 **11. Date & Time of Next Meeting**

0 min

Information *Carolyn Donoghue, Committee Chair*

The next meeting will be held on 20 January 2026 at 9:00am